

5.22.18  
CSC mtg

WILLOUGHBY HILLS CIVIL SERVICE COMMISSION  
SPECIAL MEETING AGENDA  
TUESDAY, MAY 22, 2018 2:00 P.M.

CALL TO ORDER WITH ROLL CALL

EXECUTIVE SESSION

FOR PURPOSE: "HIRING OF AN EMPLOYEE"

MAYOR WEGER, FINANCE DIRECTOR BRICHACEK AND ASSISTANT FINANCE DIRECTOR DAWN  
SNYDER INVITED TO JOIN EXECUTIVE SESSION AT 3 P.M.

ADJOURNMENT

NO FUTURE REGULAR MEETINGS WILL BE SCHEDULED BY CIVIL SERVICE COMMISSION UNTIL THERE IS A  
LAW DIRECTOR IN PLACE.

- Willoughby Hills Civil Service Commission works extremely closely with the Willoughby Hills Law Director. The Commission has contacted the Law Director on previous occasions with questions and concerns for appropriate legal direction. The Commission is unable to do this at this time since there is no Law Director. The Commission, not being legal experts, has interpreted said contract on its face value and will forward a copy of this letter to the SERB Board for their determination in the absence of a Law Director.
- Due to Council's passage of Ordinance 2018-8 regarding Indemnification, there is a liability for the Civil Service Commission. Without adequate protection, it is difficult to make a determination without the consent of a Law Director or determination by the SERB Board.

SUMMARY OF CONCERNS:

- 1) Hiring of applicant for position before Civil Service credentialing is complete.
- 2) Advertising for positions that are currently positions of laid off employees, without Civil Service communication or advisement of their expectations to process candidates.
- 3) No communication with Civil Service, even if this was an action that was done on "emergency" basis to keep the Court open.
- 4) No notice of Job Classification Organizational Chart change from 2018 forwarded to Civil Service.
- 5) SERB ruling stating that contract is in force. NO SERB ruling stating that contract has been revoked.
- 6) No documentation presented to state contract terms had been followed.
- 7) Lack of Law Director for legal advice.
- 8) Past practice has always been to follow provisions of contract for hiring, transfers, layoffs and promotions.

<u>RECUSED</u>	<u>Thomas P. Kicher</u>	<u>Carolyn Patton</u>
Thomas Majeski, Chairman	Thomas Kicher, Vice Chairman	Carolyn Patton, Secretary
	5/22/18	5.22.18